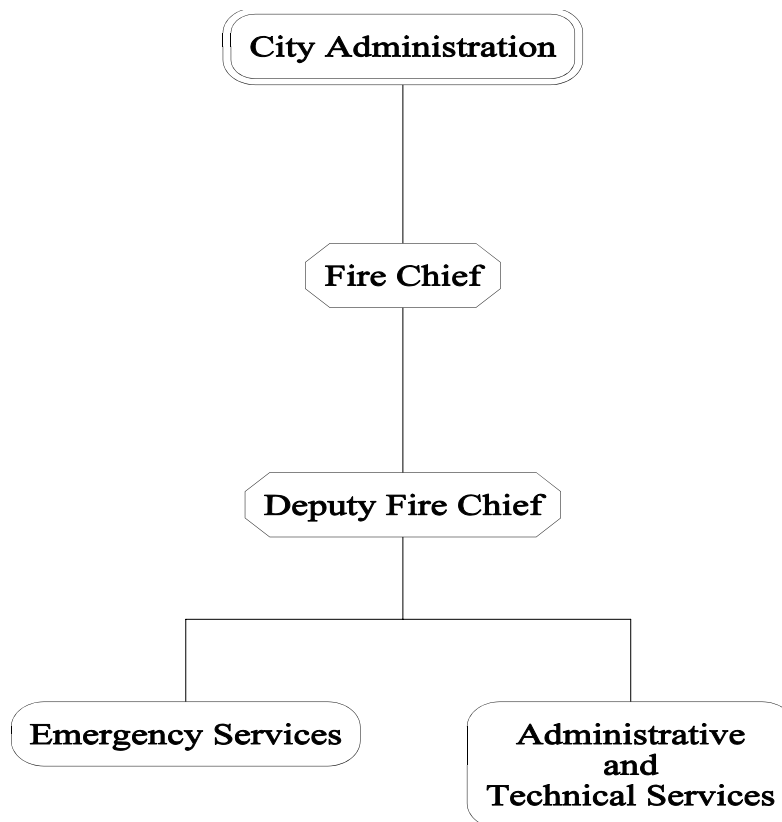


**CITY OF ANNAPOLIS**  
**Fire Department**

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## Emergency Services

Fire Department

General Fund

### Description:

To protect against injury or loss of life by fire, accident or hazardous condition and safeguarding of property through the prompt extinguishment, control or abatement of an incident conditioned on resources provided by the Mayor and Council.

Emergency operations consists of the eighty-seven personnel who staff the fire engines, truck companies, rescue truck, fireboat and medical units of the department. They are the first line of defense against the perils of fire, accident or hazardous conditions.

Other departments of the City use our services to accomplish tasks requiring the unique equipment of this department.

The Emergency Services assist the Fire Marshal's Office in conducting in-service inspections and public education programs.

### Goals:

- Provide Immediate response to incidents (fire, emergency medical services, rescue, hazardous

conditions) on an emergency basis.

- To provide a safe environment on emergency incidents.

### Objectives:

- To provide a response time in ninety percent of the emergency incidents within the City to five minutes from time of dispatch to arrival of the first unit.
- To provide a complement of no less than three firefighters on each Truck Company.

### Accomplishments:

- The department has thirty-four Hazardous Materials (Haz-Mat) Technicians. This exceeds our goal of thirty.
- The department has upgraded all of its Self Contained Breathing Apparatus (SCBA).
- The department has published its upgraded Standard Operating Procedures.

### Performance Indicators:

	<i>FY 2002</i>	<i>FY 2003</i>	<i>FY 2004</i>
	<u>Actual</u>	<u>Estimated</u>	<u>Goal</u>
Truck company staffing . . . . .	2.7	3	3
Hazardous Materials Technicians . . . . .	18	30	N/A
Percent of emergency response times within five minutes . . . . .	N/A	71.2%	90%
Self Contained Breathing Apparatus upgrade . . . . .	N/A	Completed	N/A

## Emergency Services

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- continued -

### *Emergency Medical Services:*

#### **Description:**

Responsible for providing emergency health care, rescue, and related services to the citizens and visitors of the City of Annapolis, and for providing transportation to the closest appropriate health care facility.

#### **Goals:**

Respond to all 911 calls requesting rescue services, emergency health care and/or emergency transportation, in a timely manner, with personnel trained and equipped to provide the needed service at a level that meets or exceeds recognized standards.

- Provide public education, and participate in other activities to enhance the safety and well being of all who reside in or visit the Annapolis area..
- Conduct the department infection control program to comply with OSHA regulations.
- Initiate an Hispanic outreach program to better meet the needs of this growing segment of our population.

#### **Objectives:**

- Consistently achieve emergency response times that meet or exceed the nationally recognized standard.
- Maintain the vehicles and equipment necessary to provide ALS service that meets or exceeds regional standards..
- Staff and maintain each of the first line ALS units with two Maryland-certified Paramedics at all times, with at least one provider per unit being at the paramedic level.
- Equip and maintain a fourth ALS unit for use in special events and as a reserve unit.
- Maintain an adequate number of certified CPR instructors to meet or exceed increasing citizen demand for this training.
- Complete annual tuberculosis testing on all departmental members to comply with OSHA/CDC regulations.
- Provide semi-annual Spanish language training for all ALS providers and make available CPR training for Spanish-speaking citizens.

#### **Performance Indicators:**

	<i>FY 2002</i>	<i>FY 2003</i>	<i>FY 2004</i>
	<u>Actual</u>	<u>Estimated</u>	<u>Goal</u>
ALS Response time in minutes (City only) .....	4.39	4.5	4.5
ALS Response time in minutes (all areas) .....	4.63	5.5	5.5
Number of fully equipped Paramedic Units .....	4	4	4
Number of certified ALS personnel .....	26	30	30
Number of certified CPR instructors .....	15	17	18
Number of personnel tested for Tuberculosis .....	0	96	96
Spanish language training hours for ALS providers .....	0	0	120
CPR training sessions for Spanish speaking citizens .....	0	1	2

## Administrative and Technical Services

### Fund Support:

General Fund

### Description:

The basic responsibility of the Annapolis Fire Department is to deliver rapid effective service when fire, medical and other hazardous emergencies occur. These services are extended through three engine companies, two truck companies, and three Advance Life Support ambulances. The department supports a Rescue/Haz-Mat squad utilizing staffing from an engine company and a fireboat utilizing staffing from a truck company. Services provided by this department are as follows: 1) Fire Suppression; 2) Technical Rescue; 3) Hazardous Materials; 4) Weapons of Mass Destruction; 5) Marine and Shipboard Firefighting; 6) Emergency Medical Services; 7) Fire Prevention and Life Safety; 8) Public Education; and 9) Fire Investigation.

*Fire Marshal's Office:*

### Description:

### Performance Indicators:

To preserve life and property from fire, explosion and other hazards through prevention, education, code enforcement and fire and explosion investigation. To enforce the City Code, the State Fire Prevention Code and the Fire Laws of Maryland.

### Goal:

- Reduce loss of life and property from fire and explosions through inspection, investigation, and public fire and life safety education.

### Objectives:

- Increase public education hours to 10 hours per week.
- Obtain an additional fire and explosive investigator.
- Conduct public assembly (night) inspections of every assembly occupancies in the City quarterly.

	<i>FY 2002</i>	<i>FY 2003</i>	<i>FY 2004</i>
	<u>Actual</u>	<u>Estimated</u>	<u>Goal</u>
Total number of inspections made . . . . .	2,946	2,700	2,700
Number of Public Education hours per week . . . . .	5	8	8
Number of Fire / Explosive Investigators . . . . .	2	3	3
Number of Public Assembly (night) inspections . . . . .	10	74	148

<i>Budget Summary</i>	<i>FY 2002 Actual</i>	<i>FY 2003 Estimated</i>	<i>FY 2004 Proposed</i>	<i>Percent Change</i>
Personnel	\$6,789,160	\$7,356,570	\$7,691,720	4.56%
Other Operating Expenditures	632,720	567,080	567,080	0.00%
Capital Outlays	158,720	0	0	N/A
<b>Total Expenditures</b>	<b>\$7,580,600</b>	<b>\$7,923,650</b>	<b>\$8,258,800</b>	<b>4.23%</b>

## Fire Department Staffing Summary

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	<i><b>FY 2002 Actual</b></i>		<i><b>FY 2003 Estimated</b></i>		<i><b>FY 2004 Proposed</b></i>	
	<i>Perm</i>	<i>Temp</i>	<i>Perm</i>	<i>Temp</i>	<i>Perm</i>	<i>Temp</i>
Fire - Civilian	4	0	4	0	5	0
Fire - Uniformed	95	0	99	0	98	0
<b>Department Total</b>	<b>99</b>	<b>0</b>	<b>103</b>	<b>0</b>	<b>103</b>	<b>0</b>

### Staffing Summary By Position - FY 2004 Permanent Positions

	<u>Total FTE</u>		<u>Total FTE</u>
<i>Operations:</i>		<i>Administrative and Technical Services:</i>	
Fire Battalion Chief .....	3	Fire Captain .....	2
Fire Captain .....	3	EMS Captain .....	1
Fire Lieutenant .....	12	Fire Investigator (Lieutenant) .....	1
EMS Lieutenant .....	3	Fire Marshal Lieutenant .....	1
Firefighter 1/C .....	20	Fire Investigator (Firefighter 1/c) .....	1
EMS Firefighter 1/C .....	7	Inspector (Firefighter 1/c) .....	2
Firefighter .....	31	Civilian:	
EMS Firefighter .....	8	Inspector .....	1
Fire Chief .....	1	Administrative Office Associate .....	1
Deputy Fire Chief .....	1	Fire Administrative Officer .....	1
Fire Battalion Chief .....	1	Fire Apparatus Maintenance Specialist ..	1
		Office Associate IV .....	1

**BUDGET REQUEST - OPERATING EXPENDITURES**

Description of Expenditures in Operating Expense Accounts (Other than Salary and Capital Outlay) for FY 2004

Department/Division Fire

Fund and Division # \_\_\_\_\_

1	2	
Account Title/Number	Total in Account	Description of Expenditures
Supplies 6600	\$223,980.00	Postage, General Office Supplies, Printing, Report Forms, Foam, Medical O-2, Infectious Control Supplies, Training Videos, Nfpa Fire Codes, Prevention & Investigation Supplies, K-9 Supplies, SCBA Parts & Supplies, SCBA Air Tanks, Petty Cash, Furniture Replacement, Tools, Hardware Supplies, Fire Extinguisher Replacement, Mattresses, Electrical Supplies, Janitorial Supplies, Clothing for Personnel, Fire Hose & Repairs, Diesel & Unleaded Fuels, Lubricants, Personal Protection Equipment
Telephone 7210	\$7,730.00	Telephone Service; Cellular Phones for Personnel and Paramedic Units
Electricity 7220	\$73,500.00	Natural Gas & Electricity
Education and Travel 7310	\$31,370.00	National Fire Academy Seminars on Ems, Plans Review, Strategic Analysis, Hazardous Materials, Code Management, Fire-arson Investigation, Boca Instruction Seminar, Certified Bomb Tech Training, Occupational Disease Exposure Seminars, Ems Conference, Fire Inspector Testing Fees, Support Staff Training, Recruit Books, Recertification of Ems Personnel, Examination Fees, Subscriptions & Memberships, Code Subscriptions
Repair and Maintenance 7720	\$146,640.00	Maintenance of Overhead Doors, Landscape and Grounds Maintenance, Minor Painting and Repairs of Stations, Servicing & Testing of Serial Devices, Repair to Nozzles, Monitors and Fire Suppression Equipment, Radio Repairs, Ground Ladder Testing, Repairs to Medical Equipment, Scba Repairs & Hydrostatic Testing, Outside Labor for Apparatus Repairs, State Inspection of Five Engines, Two Ladder Trucks, Three Paramedic Units, and One Rescue Unit, Hand Power Tool Replacement, Repair Parts for Apparatus and Vehicles, Tires & Tire Repairs, Fire Boat Repairs, Office Equipment Repairs, Fire Extinguisher Service, Repair & Maintenance Personal Protection Equipment
Special Projects 7920	\$0.00	
Leases 7930	\$5,460.00	Self Storage Rental; Copier Rental
Contract Services 7990	\$78,400.00	Appropriation to Volunteer Companies; Accreditation Program, Medical Director Services, Veterinary Services, Fire Department Manual, Fire Protection Engineer, non Salary Insurance

Total

\$567,080.00